

ESSER 3.0 Public Plan-Federal Relief Spending Addendum Addendum Guidance

Local educational agencies (LEAs) are required to update the ESSER 3.0 Public Plan every six months through Sept. 30, 2023. Each time, LEAs must seek public input on the plan and any revisions and must take such input into account.

Each LEA must complete the addendum and upload it to ePlan in the LEA Document Library (February 1 and August 27). The LEA must also post the addendum to the LEA's website. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website. The intent of the plan is to provide transparency to stakeholders.

Please consider the following when completing the addendum:

- On the summary page, the amounts should total for each relief fund: ESSER 1.0, ESSER 2.0, and ESSER 3.0. and equal the allocation amounts.
- The LEA must respond to all questions in the document.
- The stakeholder engagement responses should closely align to the stakeholder engagement in the Health and Safety Plan.
- The LEA should ensure it used multiple models of engagement offered to stakeholders. Examples may include surveys, in-person or virtual committee meetings, town hall meetings, or other inclusive engagement opportunities.
- LEAs should engage all applicable groups noted in meaningful consultation during the crafting of the plan.
- The number of stakeholders engaged should represent the composition of students. For example, if students with disabilities make up 15 percent of students, then 10-20 percent of respondents should represent this subgroup.
- Ensure the stakeholder engagement happened prior to the development/revision of the plan.
- Plans require local board approval and public posting.
- LEAs must update the ESSER Public Plan at least every six months through Sept. 30, 2023, seek public input on the plan and any revisions and take such input into account.
- The American Rescue Plan (ARP) Act requires LEAs to post plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

ESSER 3.0 Public Plan-Federal Relief Spending Addendum

The Elementary and Secondary School Emergency Relief 3.0 (ESSER 3.0) Fund under the American Rescue Plan (ARP) Act of 2021, Public Law 117-2, was enacted on March 11, 2021. Funding provided to states and local educational agencies (LEAs) help safely reopen and sustain the safe operation of schools and address the impact of the coronavirus pandemic on the nation’s students.

In the fall of 2021, LEAs developed and made publicly available a Public Plan-Federal Relief Spending. All plans were developed with meaningful public consultation with stakeholder groups. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA’s publicly available website.

The following information is intended to update stakeholders and address the requirement.

General Information

LEA Name: Houston County Schools

Director of Schools (Name): Kris McAskill

ESSER Director (Name): Robin Fairclough

Address: P.O. Box 209 Erin, TN 37061

Phone #: (931) 289-4148

District Website: <https://www.houston.k12.tn.us/>

Addendum Date: February 1, 2022 review; no changes recommended at this time

Total Student Enrollment:	1283
Grades Served:	PK-12
Number of Schools:	5

Funding

ESSER 1.0 Allocation:	\$298,211.14
ESSER 2.0 Allocation:	\$1,203,453.59
ESSER 3.0 Allocation:	\$2,702,785.82
Total Allocation:	\$4,204,450.55

Budget Summary

		ESSER 1.0	ESSER 2.0	ESSER 3.0
Academics	Tutoring			358,985.00
	Summer Programming		97,077.21	305,255.00
	Early Reading		9,800.00	
	Interventionists		63,750.00	
	Other	127,495.00	34,446.85	17,500
	Sub-Total	127,495.00	205,074.06	681,740.00
 				
Student Readiness	AP and Dual Credit/ Enrollment Courses			
	High School Innovation			
	Academic Advising			
	Special Populations		61,572.26	30,000
	Mental Health			137,950.00
	Other		63,142.60	
	Sub-Total		124,714.86	167,950.00
 				
Educators	Strategic Teacher Retention		172,659.57	55,000.00
	Grow Your Own			
	Class Size Reduction		58,750.00	
	Other		196,226.00	30,000.00
	Sub-Total		427,635.57	85,000.00
 				
Foundations	Technology	170,716.14	272,886.24	150,000.00
	High Speed Internet			
	Academic Space (facilities)			1,514,445.82
	Auditing and Reporting			
	Other		173,142.86	103,650.00
	Sub-Total	170,716.14	446,029.10	1,768,095.82
 				
Total		298,211.14	1,203,453.59	2,702,785.82

Academics

1. Describe strategic allocations to accelerate **Academic Achievement**, including how allocations support the investments identified in the district's needs assessment:

Initially, the district allocated 1.0 funds to allow instruction to continue during school closure by purchasing SchoolsPLP, an online platform that provided online instructional content/materials, a resource that was not previously available in the district. Once schools reopened, investments were made from 2.0 and 3.0 funds in tutoring, summer school, early grades literacy, class size reduction, and an interventionist in order to address the identified academic needs of students.

2. Describe initiatives included in the "other" category

Funds have been allocated to contract with a math mentor to address instructional needs in grades 6-12, purchase high quality instructional supplies/materials to support student learning, and to purchase virtual school seat licenses for families not wanting to return their students to brick and mortar public school.

Student Readiness

1. Description of strategic allocations to support **Student Readiness** and the School-Related Supports necessary to access high-quality instruction, including how allocations support the investments identified in the district's needs assessment:

ESSER 2.0 and 3.0 funds were allocated to add 2 social worker positions, contract with a BCBA, and provide sped staff and assistant bonuses in order to address social/emotional needs and staff recruitment and retention concerns identified by the initial stakeholder feedback.

2. Describe initiatives included in the "other" category

Other funds from 2.0 were allocated to employ an additional school nurse and provide nursing staff bonuses to address health concerns identified by stakeholder feedback.

Educators

1. Describe strategic allocations to **Recruit, Retain and Support Educators and School Personnel**, including how allocations support the investments identified in the district's needs assessment:

ESSER 2.0 and 3.0 allocations were designated to employ two teacher mentor/coaches, provide educator and teaching assistant bonuses, and to employ a class size reduction teacher in the 6th grade to address learning loss and staff recruitment and retention concerns highlighted in initial stakeholder feedback.

2. Describe initiatives included in the "other" category

Other 2.0. and 3.0 ESSER funds were allocated to employ permanent subs for each building, pursue ongoing staff development, and provide stipends for staff development requirements that fall outside of educators' normal employment contract. Students expressed concern with the impact of Covid on their classroom continuity so permanent subs were employed while educators expressed a need for additional learning opportunities which led to allocations for professional learning opportunities and stipends in order to better equip them to address learning loss.

Foundations

1. Describe strategic allocations to **Strengthen Structural Expectations**, including how allocations support the investments identified in the district's needs assessment:

1.0, 2.0, and 3.0 funds were all allocated to purchase technology for the classrooms and students' home use while 3.0 funds were also allocated to engineering and capital outlay to enhance the air quality in schools and expand usable classroom space within the buildings.

2. Describe initiatives included in the "other" category

ESSER 2.0 and 3.0 funds were allocated for non-instructional support staff bonuses (i.e. food service employees, transportation and grounds employees, clerical support staff etc.) as all district employees were required to work outside of their normal scope of employment to address educational needs during Covid to address stakeholder feedback indicating a concern for staff recruitment and retention. Additional funding for cleaning supplies was allocated from 2.0 and 3.0 to address the increased needs brought on by health/safety concerns and additional bus monitors were employed with ESSER 3.0 funds to address both a bus driver shortage as well as a need to keep assigned seats and monitor student movement on school transportation to reduce the impact of illness/quarantine.

Monitoring, Auditing and Reporting

1. Outline how the LEA is continuing to actively monitor allocations; conducting interim audits to ensure an appropriate application of funds; collecting and managing data elements required to be reported; and reporting this information to the community.

Allocations are monitored through a variety of means, including but not limited to: modified employee leave forms to indicate Covid absences, supervisor sign-off on purchase orders and employment contracts to designate appropriate revenue subfund for all ESSER expenditures, ESSER-specific timesheets for additional duties, and monthly review of statements of expenditures per ESSER subfund.

2. Describe how the LEA will meet the requirements to spend 20 percent of ESSER 3.0 on direct services to students to address learning loss or indicate participation in TN ALL Corps.

Summer learning, tutoring (TN ALL Corps participant),

Family and Community Engagement

1. Describe how the LEA engaged in meaningful consultation with stakeholders in development of the revised plan.

No revisions have been made to the initial ESSER spending plan, but input received from the stakeholders will be shared with school and district leaders in order to guide future decisions and address identified needs. Strengthening supports for students during periods of illness or quarantine and addressing staff fatigue and burnout are two areas for future focus but any needed changes will be addressed through the next revision as many positions/programs funded through the current plan have not yet been able to filled and/or implemented.

2. Describe how the LEA engaged at minimum 10% of the total stakeholders engaged vs. responses received in the development of the revised plan.

While no revisions were made, the LEA received feedback from at least 10% of its target audience by soliciting input during school hours from all students in grades 6-12 as well as all district employees and utilizing a variety of means to reach families and community stakeholders.

3. Describe how the LEA engaged a representation of a diverse population of stakeholders.

While there is limited diversity in Houston County, the LEA engaged with a representative population by including **all** students in grades 6-12, **all** families PK-12 through a variety of means, **all** district employees, and community outreach through multiple modes of communication.

4. Describe how the LEA used multiple modes of engagement (such as surveys, scheduled in-person or virtual meetings, town halls) to gain input from stakeholders in development of the revised plan.

The LEA did not make any revisions to the current spending plan, but solicited input as to the effectiveness of the current spending plan through a variety of means, including but not limited to: providing information for articles in the local newspaper, speaking to the Rotary Club, communicating through monthly board meetings and monthly district administrator meetings, providing a survey for students grades 6-12 to be completed at school, soliciting parent input via school communication and social media, soliciting employee feedback district-wide, and posting all ESSER documents on the district website.

Safe Return to In-Person Instruction and Continuity of Services Plan Addendum

The Elementary and Secondary School Emergency Relief 3.0 (ESSER 3.0) Fund under the American Rescue Plan (ARP) Act of 2021, Public Law 117-2, was enacted on March 11, 2021. Funding provided to states and local educational agencies (LEAs) help safely reopen and sustain the safe operation of schools and address the impact of the coronavirus pandemic on the nation's students.

In the fall of 2021, LEAs developed and made publicly available a Safe Return to In-Person Instruction and Continuity of Services Plan. All plans were developed with meaningful public consultation with stakeholder groups. LEAs are required to update the plan every six months through September 30, 2023 and must seek public input on the plan and any revisions and must take such input into account. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools and to ensure the plan is current. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

The following information is intended to update stakeholders and address the requirement.

LEA Name: Houston County Schools (420)

Date: 1/27/2022

1. Describe how the LEA engaged in meaningful consultation with stakeholders in development of the revised plan.

The LEA engaged in meaningful consultation with stakeholders to consider plan revisions through a variety of means, including but not limited to providing information for articles in the local newspaper, speaking to the Rotary Club, communicating through monthly board meetings and monthly district administrator meetings, providing a survey for students grades 6-12 to be completed at school, soliciting parent input via school communication and social media, soliciting employee feedback district-wide, engaging in ongoing consultation with the local health department, and posting all ESSER documents on the district website.

2. Describe how the LEA engaged the health department in the development of the revised plan.

The district school health services staff worked closely with the local health department in both the development and implementation of the plan. Health department personnel participated in the initial community stakeholder meeting and then have been consulted throughout the implementation phase. Health Department officials have served as a source of support for district personnel, answering questions, providing recommendations, and helping refine or clarify processes as needed. Changes in health guidelines are also consistently communicated from the local health department to the Director of Schools, who then forwards the new information to school nurses and administrators to determine the impact on current practices and protocols.

3. Provide to the extent to which the LEA has updated adopted policies and a description of any such policies on each of the following health and safety strategies.

<p><i>Appropriate accommodations for children with disabilities with respect to health and safety policies</i></p> <p>No revisions have been made from the initial plan which currently includes:</p> <ul style="list-style-type: none"> • <i>Students with health needs which place them at high risk will be provided appropriate accommodations as outlined in their 504 Plan, IEP, and/or Health Care Plan.</i> • <i>Houston County School District staff, specifically guidance counselors, Family Resource Center, Coordinated School Health, and school health personnel will review the Well-Being/Mental Health and Counseling toolkits as well as the Tennessee Schools: PREPARE (Providing Support Reaching Educators Parents/Students And Restoring Community with Effective Interventions) developed by TN Department of Education (TDOE) in order to develop local tools for classroom staff to use as they support students' return to school.</i> • <i>School counseling staff will facilitate the compiling of a list of school-based and community resources that can be shared with school staff and families.</i> • <i>Building administrators will work with school staff to develop schedules and routines that provide a sense of safety while allowing for a structured means of communication to identify students and families in need of additional resources and follow-up.</i> • <i>School staff will prioritize social-emotional support for the most at-risk students (those who are highly mobile, in foster care, homeless, have disabilities, and/or live in a low-income household) with services provided by school counselors, Centerstone, the school psychologist, and other agency providers as necessary.</i> • <i>Students with disabilities who must be quarantined will continue to receive educational services remotely to the maximum extent possible, with casemanagers monitoring their progress and documenting their services even when not physically attending school. Services unable to be provided remotely will be made up upon return to school, and IEP teams will determine the need for any compensatory services as warranted.</i>
<p><i>Physical distancing (e.g., use of cohorts/podding)</i></p> <p>No revisions have been made from the initial plan which currently includes:</p> <ul style="list-style-type: none"> • <i>Student and staff groupings will be as static as possible by having the same group of children stay with the same staff to the extent feasible.</i> • <i>Staff will be discouraged from congregating in lounge areas or other shared spaces.</i> • <i>Communal use of shared spaces such as cafeterias, gymnasiums, and playgrounds will be staggered, with increased cleaning and disinfection of materials as feasible.</i> • <i>Visitors, volunteers, and activities involving external groups or organizations will be limited.</i> • <i>If permitted access, visitors, volunteers, and external groups are encouraged to wear a face covering while in the school building in proximity with others when social distancing cannot be maintained.</i> • <i>Outside agency representatives providing individual student support (i.e. counseling services, behavioral supports, etc.) must be approved at the district and building level consistent with school board policy 1.501 and will be required to follow district protocols for social distancing and mitigation strategies.</i>

- *Parents/guardians and external group representatives participating in official school business will be required to follow all screening protocols.*

Hand washing and respiratory etiquette

No revisions have been made from the initial plan which currently includes:

- *School staff will teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol will be used.*
- *Staff and students will be encouraged to cover coughs and sneezes with a tissue. Used tissues will be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used.*
- *Healthy hygiene behaviors will be supported by providing adequate supplies, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, disinfectant wipes, and no-touch trash cans.*
- *Regular announcements will be made in schools on mitigation strategies shown to be helpful in reducing the spread of COVID-19.*
- *Video recordings will be shared with staff, students, and families that include proper hand washing technique, sneezing and coughing technique, face covering use, and other behaviors that prevent the spread of COVID-19.*

Cleaning and maintaining healthy facilities including improving ventilation

No revisions have been made from the initial plan which currently includes:

- *A daily cleaning schedule will be followed for increased, routine cleaning and disinfection of all school buildings/classrooms.*
- *School staff will clean and disinfect frequently touched surfaces (e.g., playground equipment, door handles, sink handles) within the school at least daily or between use as much as possible. Use of shared objects (e.g., gym or physical education equipment, art supplies, toys, games) will be limited when possible, or cleaned between uses.*
- *Signs will be posted in highly visible locations (e.g., school entrances, restrooms) that promote everyday protective measures and describe how to stop the spread of germs (such as by properly washing hands and properly wearing a face covering).*
- *Staff will discourage sharing of items that are difficult to clean or disinfect.*
- *Each child's belongings will be separated from others' and kept in individually labeled containers, cubbies, or areas.*
- *Staff will ensure there are adequate supplies to minimize sharing of high touch materials to the extent possible (e.g., assigning each student their own art supplies, equipment) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.*
- *Staff will avoid sharing electronic devices, toys, books, and other games or learning aids as much as possible. If these items are shared they will be cleaned and disinfected between uses.*

- *Drinking fountains will not be utilized, and staff and students will be encouraged to bring their own water.*
- *Water-filling stations will be utilized with adult supervision.*

Contact tracing in combination with isolation and quarantine

No revisions have been made from the initial plan which currently includes:

- *Staff and families of sick students will be advised to follow the CDC's criteria and home isolation guidance. Staff and students should stay home if they are sick, showing symptoms of COVID-19, tested positive for COVID-19, or are running a fever of 100.4°F or above. Staff and students should also stay home if they have been exposed to a person with COVID-19. Attendance procedures for determining excused absences will be modified.*
- *Staff and families of students should notify school officials if they or students become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.*
- *Staff or students who have COVID-19 symptoms will be separated from other staff and students immediately. The school nurse or designated staff members will care for them using Standard and Transmission-Based Precautions. These individuals will be sent home or to a healthcare facility, following established procedures for safely transporting anyone who is sick, depending on the severity of their symptoms.*
- *Each school will provide seating charts & class lists for each classroom. School Nurses will provide a list for each school: contact name and phone number for students for the TN Department of Health (DOH).*
- *The TN Department of Health will do contact tracing.*
- *Schools may send home approved letters provided by the TN. Department of Health. Nurses to determine approximate return to school date with final date determined by TN DOH.*
- *Schools will encourage parents to follow the recommendations of their child's healthcare provider or TN Department of Health.*
- *If an individual (teachers, staff members, students) who has been in school has tested and been confirmed to have Covid-19:*
- *The school nurse will notify the health department with the information needed for appropriate contact tracing.*
- *The school will request that students/staff not return to school until the determined quarantine is complete and the case has been fever-free for 24 hours with improved symptoms.*
- *If an individual (teachers, staff members, students) displays Covid-19 symptoms:*
- *Individuals with fever or 2 or more Covid-19 symptoms will be sent home for 24 hours.*
- *Students with fever/symptoms of Covid-19 will remain in the quarantine room until they are sent home.*

Diagnostic and screening testing

No revisions have been made from the initial plan which currently includes:

- *Staff and students with a temperature of 100.4°F or higher will be isolated and re-checked within 30 minutes prior to being sent home.*

Efforts to provide vaccinations to educators, other staff, and students, if eligible

No revisions have been made from the initial plan which currently includes:

- *The district office will coordinate and communicate vaccination information and opportunities shared from the local Department of Health with all school employees.*
- *Updated CDC guidance and DOH guidelines will be shared in a timely manner with families through a variety of methods including flyers sent home, school and district social media platforms, and district automated calls.*

Universal and correct wearing of masks

No revisions have been made from the initial plan which currently includes:

- *Staff are encouraged to wear a face covering while in the school building or on buses in proximity with others when social distancing cannot be maintained.*
- *All students will be encouraged to wear a face covering while in the school building or on buses in settings where social distancing is not possible. When outdoors, face coverings may be removed as long as social distancing can be maintained.*
- *Information will be provided to staff, students, and students' families on proper use, removal, and washing of face coverings. Proper use will be taught and reinforced in schools.*
- *Face coverings will not be expected for anyone who has trouble breathing or who is unable to remove the covering without assistance.*
- *School dress code standards will apply to any designs/logos on face coverings.*
- *Information will be provided regarding new guidelines for mask use and quarantine prevention.*

4. Provide a current description as to how the LEA is ensuring continuity of services including but not limited to services to address the students' academic needs, and students' and staff social, emotional, mental health, and other needs, which may include student health and food services.

Each school leadership team has put in place school-specific academic supports for students during periods of absence caused by illness and/or quarantine that are based on the student and family's resources and needs. Supports may include, but are not limited to, extended time to complete assignments, missed content shared virtually, paper packets provided directly to families, teacher consultation with the student/family, tutoring opportunities upon return to school as well as other appropriate supports. To address mental health and social/emotional needs of staff and students, two new positions are being funded, as the district searches for its first-ever school social workers. An LEA team will also be participating in the upcoming Comprehensive School-Based Supports training. Additional nursing staff has been employed to address health needs of students and staff. All students have access to free school meals while the Family Resource Center continues to provide weekend meal supplements to students in need. A part-time employee has been hired to address needs of students experiencing homelessness.



HOUSTON COUNTY
SCHOOL DISTRICT

Building Excellence & Success Together

**SAFE RETURN TO IN-PERSON INSTRUCTION
AND CONTINUITY OF SERVICES PLAN
2021-22**

**This document is subject to change based on fluctuations in our community's COVID-19 data as well as local, state, and federal guidelines.*

Community Engagement Committee

Name	Role	Name	Role
Andrea Martin	Building Admin	Karen Anderson	Health Dept.
Channy Quinn	6-12 Instruction	Dale Popp	EMS
Cindy Ryan	K-5 Instruction	James Bridges	County Mayor
Elisha Mitchell	Building Admin	Paul Bailey	City Mayor
Kelly Brown	Special Programs	Ginger Lyle	Health Dept.
Kris McAskill	Director of Schools	Stony Odom	TR Mayor
Mark Beal	Title Director	Michael Carter, MD	Medical Provider
Nicole Douglass	Technology/SMS	Kevin Sugg	Sheriff
Granville Busey	Building Admin	Olivia Hutcheson	Medical Provider
Rachel Shelton	Child Nutrition	Elise Hinson	Children's Ministry
Rickey Chadwick	Transportation	Tammy Smith	Youth Ministry
Orville McCollough	Building Admin	Jessica Byler	Children's Ministry
Scott Moore	Building Admin	Jeremy Byler	Youth Ministry
Jessica Lyle	Building Admin	Charles Thornburg	Director Bethesda Mission
Josh Rutherford	Building Admin	Mark T. Moore	Police Chief
Terri Mathis	BOE Support	Debbie McClain	Children & Youth Ministries
Chris Ross	BOE Support	Jasmine Atkins	Children's Ministry
Teresa Roby	BOE Support	Karra Kirk	Children & Youth Ministries
Jonna Moore	BOE Support	Clay Larson	Rotary President
Norma Cherry	BOE Support	Lisa Moore	Chamber President
Keli Rutherford	School Psych	Faye Sanders	At-Risk Population Rep.
Jeff Mathis	Board Member	Margaret Gilliam	At-Risk Population Rep.
Travis Mitchell	Board Member	Robin Fairclough	At-Risk Admin
Miller Moore	Board Member	Chelsea Clack	Building Admin
Amanda Popp	Board Member		
Charlie Ligon	Board Member		
Amanda Fansler	Board Member		

As we have worked to develop plans for 2021-22, our students have remained at the center of every decision. Below is the framework that Houston County School District (HCSD) will continue to use to help with decision-making related to the COVID-19 pandemic.

On the following pages, protocols are provided for various areas of operation for the Houston County School District. Additional guidance will be added as more information is made available and more protocols are created.

DISTRICT OPERATIONS

Universal and Correct Wearing of Masks

- Staff are encouraged to wear a face covering while in the school building or on buses in proximity with others when social distancing cannot be maintained.
- All students will be encouraged to wear a face covering while in the school building or on buses in settings where social distancing is not possible. When outdoors, face coverings may be removed as long as social distancing can be maintained.
- Information will be provided to staff, students, and students' families on proper use, removal, and washing of face coverings. Proper use will be taught and reinforced in schools.
- Face coverings will not be expected for anyone who has trouble breathing or who is unable to remove the covering without assistance.
- School dress code standards will apply to any designs/logos on face coverings.
- Information will be provided regarding new guidelines for mask use and quarantine prevention.

Physical Distancing/Cohorting

- Student and staff groupings will be as static as possible by having the same group of children stay with the same staff to the extent feasible.
- Staff will be discouraged from congregating in lounge areas or other shared spaces.
- Communal use of shared spaces such as cafeterias, gymnasiums, and playgrounds will be staggered, with increased cleaning and disinfection of materials as feasible.
- Visitors, volunteers, and activities involving external groups or organizations will be limited.
- If permitted access, visitors, volunteers, and external groups are encouraged to wear a face covering while in the school building in proximity with others when social distancing cannot be maintained.
- Outside agency representatives providing individual student support (i.e. counseling services, behavioral supports, etc.) must be approved at the district and building level consistent with school board policy 1.501 and will be required to follow district protocols for social distancing and mitigation strategies.
- Parents/guardians and external group representatives participating in official school business will be required to follow all screening protocols.

Hand Hygiene and Respiratory Etiquette

- School staff will teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol will be used.
- Staff and students will be encouraged to cover coughs and sneezes with a tissue. Used tissues will be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used.
- Healthy hygiene behaviors will be supported by providing adequate supplies, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, disinfectant wipes, and no-touch trash cans.

- Regular announcements will be made in schools on mitigation strategies shown to be helpful in reducing the spread of COVID-19.
- Video recordings will be shared with staff, students, and families that include proper hand washing technique, sneezing and coughing technique, face covering use, and other behaviors that prevent the spread of COVID-19.

Cleaning/Maintaining Healthy Facilities

- A daily cleaning schedule will be followed for increased, routine cleaning and disinfection of all school buildings/classrooms.
- School staff will clean and disinfect frequently touched surfaces (e.g., playground equipment, door handles, sink handles) within the school at least daily or between use as much as possible. Use of shared objects (e.g., gym or physical education equipment, art supplies, toys, games) will be limited when possible, or cleaned between uses.
- Signs will be posted in highly visible locations (e.g., school entrances, restrooms) that promote everyday protective measures and describe how to stop the spread of germs (such as by properly washing hands and properly wearing a face covering).
- Staff will discourage sharing of items that are difficult to clean or disinfect.
- Each child's belongings will be separated from others' and kept in individually labeled containers, cubbies, or areas.
- Staff will ensure there are adequate supplies to minimize sharing of high touch materials to the extent possible (e.g., assigning each student their own art supplies, equipment) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.
- Staff will avoid sharing electronic devices, toys, books, and other games or learning aids as much as possible. If these items are shared they will be cleaned and disinfected between uses.
- Drinking fountains will not be utilized, and staff and students will be encouraged to bring their own water.
- Water-filling stations will be utilized with adult supervision.

Communal Spaces/Improving Ventilation

- Seating/desks will be spaced at least 6 feet apart when feasible.
- Desks will be turned to face in the same direction (rather than facing each other), or students will sit on only one side of tables, spaced apart when feasible.
- Physical barriers will be utilized, such as sneeze guards and partitions, particularly in areas where it is difficult for individuals to remain at least 6 feet apart (e.g., reception desks).
- Physical guides will be posted at schools, such as tape on floors or sidewalks and signs on walls, to encourage staff and children to remain at least 6 feet apart in lines and at other times (e.g. guides for creating one-way routes in hallways).
- Additional non-traditional learning spaces will be utilized to allow for greater social distancing (i.e. cafeterias, gymnasiums, outdoor areas etc.), with improvements made to ventilation in these spaces made as necessary.

Contact Tracing/Quarantining

- Staff and families of sick students will be advised to follow the CDC's criteria and home isolation guidance. Staff and students should stay home if they are sick, showing symptoms of COVID-19, tested

positive for COVID-19, or are running a fever of 100.4°F or above. Staff and students should also stay home if they have been exposed to a person with COVID-19. Attendance procedures for determining excused absences will be modified.

- Staff and families of students should notify school officials if they or students become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.
- Staff or students who have COVID-19 symptoms will be separated from other staff and students immediately. The school nurse or designated staff members will care for them using Standard and Transmission-Based Precautions. These individuals will be sent home or to a healthcare facility, following established procedures for safely transporting anyone who is sick, depending on the severity of their symptoms.
- Each school will provide seating charts & class lists for each classroom. School Nurses will provide a list for each school: contact name and phone number for students for the TN Department of Health (DOH).
 - The TN Department of Health will do contact tracing.
 - Schools may send home approved letters provided by the TN. Department of Health. Nurses to determine approximate return to school date with final date determined by TN DOH.
 - Schools will encourage parents to follow the recommendations of their child's healthcare provider or TN Department of Health.
- If an individual (teachers, staff members, students) who has been in school has tested and been confirmed to have Covid-19:
 - The school nurse will notify the health department with the information needed for appropriate contact tracing.
 - The school will request that students/staff not return to school until the determined quarantine is complete and the case has been fever-free for 24 hours with improved symptoms.
- If an individual (teachers, staff members, students) displays Covid-19 symptoms:
 - Individuals with fever or 2 or more Covid-19 symptoms will be sent home for 24 hours.
 - Students with fever/symptoms of Covid-19 will remain in the quarantine room until they are sent home.

Diagnostic and Screening of Staff/Students

- Staff and students with a temperature of 100.4°F or higher will be isolated and re-checked within 30 minutes prior to being sent home.

Vaccination Efforts

- The district office will coordinate and communicate vaccination information and opportunities shared from the local Department of Health with all school employees.
- Updated CDC guidance and DOH guidelines will be shared in a timely manner with families through a variety of methods including flyers sent home, school and district social media platforms, and district automated calls.

Accommodations for Students with Disabilities

- Students with health needs which place them at high risk will be provided appropriate accommodations as outlined in their 504 Plan, IEP, and/or Health Care Plan.

- Houston County School District staff, specifically guidance counselors, Family Resource Center, Coordinated School Health, and school health personnel will review the Well-Being/Mental Health and Counseling toolkits as well as the Tennessee Schools: PREPARE (Providing Support Reaching Educators Parents/Students And Restoring Community with Effective Interventions) developed by TN Department of Education (TDOE) in order to develop local tools for classroom staff to use as they support students' return to school.
- School counseling staff will facilitate the compiling of a list of school-based and community resources that can be shared with school staff and families.
- Building administrators will work with school staff to develop schedules and routines that provide a sense of safety while allowing for a structured means of communication to identify students and families in need of additional resources and follow-up.
- School staff will prioritize social-emotional support for the most at-risk students (those who are highly mobile, in foster care, homeless, have disabilities, and/or live in a low-income household) with services provided by school counselors, Centerstone, the school psychologist, and other agency providers as necessary.
- Students with disabilities who must be quarantined will continue to receive educational services remotely to the maximum extent possible, with casemanagers monitoring their progress and documenting their services even when not physically attending school. Services unable to be provided remotely will be made up upon return to school, and IEP teams will determine the need for any compensatory services as warranted.